



1st Armored Division Commander's Policy

DATE:

JUL 2 2002

POLICY: 8-2
PROPONENT: AETV-THF-B

SUBJECT: Processing Funded Medical and Funded School Travel Orders for 1st Armored Division Soldiers and Civilians

POLICY: 1st Armored Division personnel assigned to a 7th ATC-funded school will have their DD Form 1610 certified and authorized by the G3 Schools NCOIC. 1st Armored Division personnel traveling on a funded medical order will have their orders certified and authorized by the Division Surgeon.

1. Funded Military Schools:

a. Soldiers assigned to military schools such as Haz Mat 11, PLDC, and Small Arms Maintenance 31 at Vilseck and Grafenwoehr are not funded with 1AD dollars. These orders are funded by the Account Processing Codes (APCs) of "VUPD" or "VUSM" and will be routed through the following channels:

- (1) Travel-Requesting Official (Block #17) BN/BDE Schools NCO.
- (2) Travel-Approving Official (Block #18) Unit Commander or Authorized Representative.
- (3) AD G-3 Schools NCOIC.

b. The G-3 Schools NCOIC will be authorized by the Division Comptroller and the Chief of Staff to sign in block #19 and #20.

2. Funded Medical Travel:

a. 1AD Personnel designated for medical travel under the APCs of "HDAR", "HDAS", or "GDAS" will process their medical travel orders through the following channels:

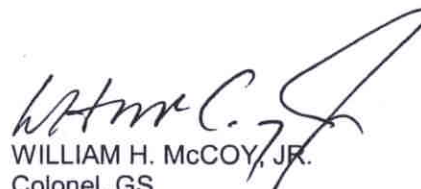
- (1) Travel-Requesting Official (Block #17) Unit TDY coordinator.
- (2) Travel-Approving Official (Block #18) Unit Commander or Authorized Representative.
- (3) 1AD Division Surgeon.

b. The 1AD Division Surgeon will be authorized by the Division Comptroller and the Chief of Staff to sign in block #19 and #20.

3. The Resource Management Office will supply a standardized list of appropriate estimated costs (IAW the JFTR) to the G-3 Schools NCOIC and Division Surgeon for distribution to the BN/BDE Schools NCOs and Unit TDY coordinators for block #14a, 14b, and 14c (Estimated Costs).

4. IAW 1AD PAM 37-1, all rental car requests must be approved by the Division Chief of Staff. All costs associated with rental car requests will be charged to the soldier's unit.

FOR THE COMMANDER:


WILLIAM H. McCOY, JR.
Colonel, GS
Chief of Staff

DISTRIBUTION: A
DISPOSITION: UNTIL RESCINDED